

744 Broadway  
P.O. Box 2569  
Newburgh, New York 12550  
(845) 561-3695

June 16, 2005

Chairman James R. Petro, Jr. and  
Members of the Planning Board  
**TOWN OF NEW WINDSOR**  
555 Union Avenue  
New Windsor, New York 12553

Re: New Retail Building For MCB Partnership  
Windsor Highway

Gentlemen:

Enclosed please find the following documents for the above referenced project which are being submitted to your Board for Site Plan Approval:

- 8 copies of the drawing entitled "Concept Site Plan - New Retail Building For MCB Partnership" that contains an issue date of June 15, 2005
- a copy of the "Application For Site Plan Approval";
- a copy of the "Proxy Statement" which is executed by the Owner/Applicant;
- a "Short Environmental Assessment Form" and a "Site Plan Checklist";
- checks in the amounts of \$125.00 for the Site Plan Application Fee, and \$750.00 for the Escrow Fee

We respectfully request to be placed on the next available agenda of the Planning Board.

Very truly yours,

**SHAW ENGINEERING**



Gregory J. Shaw, P.E.  
Principal

GJS:mmv  
Enclosure

Cc: Jim Bannon, MCB Partnership w/Enclosure